



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY
1000 NAVY PENTAGON
WASHINGTON, D.C. 20350-1000

Canc frp: Mar 97
SECNAVNOTE 5300
ASSN (M&RA)
12 March 1996

SECNAV NOTICE 5300

From: Secretary of the Navy
To: All Ships and Stations

Subj: HUMAN IMMUNODEFICIENCY VIRUS/ACQUIRED IMMUNE DEFICIENCY
SYNDROME (HIV/AIDS) TRAINING REQUIREMENT

Ref: (a) DOD DIRECTIVE 6485.1 of 19 Mar 91 (NOTAL)
(b) SECNAVINST 5300.30C
(c) UNSECDEF ltr of 24 Aug 95 (NOTAL)

1. Purpose. To define the Department of the Navy (DON) policy regarding HIV/AIDS training.
2. Background. Reference (a) provides Department of Defense (DOD) responsibilities and procedures on the identification and administration of civilian and military personnel infected with Human immunodeficiency Virus - Type I (fly-i). Reference (b) delineates DON policies regarding military personnel and health care beneficiaries infected with fly-i. Reference (c) clarifies DOD policy in regard to HIV/AIDS training for civilian personnel.
3. Information. HIV is the virus that causes AIDS, a deadly disease. Individuals contract HIV by risk-related behaviors; not because of race, gender, occupation, age, education or rank. It is vital that all Navy and Marine Corps personnel understand that HIV/AIDS can infect anyone. Each individual must also understand that AIDS is preventable. It is the responsibility of each command to educate all personnel about HIV/AIDS to prevent the spread of this disease, dispel myths, and reduce deaths. This SECNAVNOTE incorporates the guidance of references (a), (b) and the reference (c) training requirements for civilian personnel.
4. Action
 - a. For all military personnel, commands will conduct a minimum of 1-hour HIV/AIDS prevention education each calendar year. Emphasis will be placed on the modes of transmission and methods of prevention of ~IV infection. Initial training for military personnel shall be documented in the Service Record.

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b. It is important that DON civilian employees (appropriated and non-appropriated) and their supervisors (military ~c civilian) receive information on AIDS prevention and relevant workplace policies, -procedures, and resources. Classroom training may be employed, but is not mandatory.

(1) All training must stress that avoidance of high-risk behavior is an individual responsibility. DOD requires that information on prevention of the disease must be available, in writing or by other means, on an individual basis and that this material be coordinated with DOD.

(2) The Bureau of Medicine and Surgery (BUMED) will perform coordination as required for DON.

(3) Information on AIDS workplace and prevention issues shall be incorporated into orientation programs for new employees and into basic training for supervisors, managers and executives.

5. Training Requirements.

a. Commands are encouraged to use the following training resources for military personnel:

(1) A facilitated lecture/discussion conducted by a certified HIV/AIDS instructor or command volunteer who has attended a BUMED—sponsored 4-day Instructor Training Course.

(2) Authorized interactive or linear video presentations.

(3) Interactive video disc hardware and associated software for HIV/AIDS education; available at some commands.

(4) In addition to materials listed in paragraphs 5a or 5b, materials for selected reserve/individual ready reserve produced by Commander, Naval Reserve Force.

(5) Additional resources are available from local naval medical treatment facilities, Navy chaplains, legal services, American Red Cross, local community institutions, and the National AIDS Clearing House, Post Office Box 6003, Rockville, MD 20850.

b. For civilian personnel, training materials on prevention of the disease must be requested from the BUMED fly Education Office. (MED-02H) in accordance with paragraph 4b.

6. Support. Additional information on any of the above materials is available by contacting:

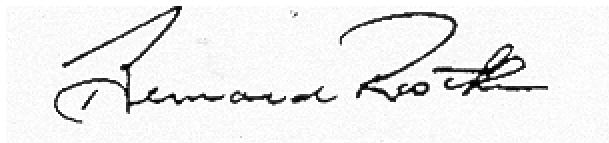
a. BUMED HIV Education office (MED-02H) at: DSN 295-0048 or COMM (301) 295-0048; FAX DSN 295-5021 or COMM (301) 295-5021; MSG (PLAD) BUMED WASHINGTON DC//02H//; mail *address*: Preventive Medicine and Epidemiology, Box 219, National Naval Medical Center, 8901 Wisconsin Avenue, Bethesda, MD 20889-5000.

b. Chief of Naval Education and Training at: DSN 922-4027 or COMM (904) 452-4027; FAX DSN 922-4781 or COMM (904) 452-4781; MSG (PLAD) CNET PENSACOLA FL; mail *address*: Chief of Naval Education and Training, CNET, 250 Dallas Street, Pensacola, FL 32508-5220.

c. Headquarters Marine Corps (MHH) at: DSN 426-1174/1175 or COMM (703) 696-1174/1175; FAX DSN 426-1186 or COMM (703) 696-1186; MSG (PLAD) CMC WASHINGTON DCI/MHHI/; mail *address*: 2 Navy Annex, Washington, D. C. 20380-1776.

d. Commander, Naval Reserve Force (CNRF-009) at: DZN 678-5422 or COMM (504) 678-5422, FAX DSN 678-1340 or COMM (504) 678-1340, MSG (PLA.D) COMNAVRESFOR NEW ORLEANS LA, mail *address*: 4400 Dauphine Street, New Orleans, LA 70146-5000.

7. Cancellation Contingency. This notice shall be retained until incorporated into reference (b).

A handwritten signature in black ink, appearing to read "Bernard Rostkzr", is centered on a light gray rectangular background.

BERNARD D. ROSTKZR
Assistant Secretary of the Navy
(Manpower and Reserve Affairs)

